

INEEL WATER INTEGRATION PROJECT MEETING MINUTES
Wednesday, October 23, 2002, ID-N

Attendees:

Name	Organization	E-Mail Address
Jan Brown	INEEL	browjm@inel.gov
Doug Burns	INEEL	deb4@inel.gov
Dave Frederick	INEEL Oversight Program	dfrederi@deq.state.id.us
Alan Jines	DOE-ID	jinesa@id.doe.gov
Richard Kauffman	DOE-ID	kauffmrm@id.doc.gov
Marianne Little	INEEL	lit@inel.gov
Marilynne Manguba	INEEL	mangma@inel.gov
Jeff Perry	DOE-ID	perryjn@id.doe.gov
Robert Smith	University of Idaho	smithbob@uidaho.edu
Paul Wichlacz	INEEL	plw@inel.gov
LeRoy Knobel	USGS	llknobel@usgs.gov

Conference Call

E.B. Nuckols	DOE-HQ	ernest.nuckols@em.doe.gov
--------------	--------	--

Organizational Breakdown Structure Review

Doug reviewed the organizational breakdown structure that is based on the work breakdown structure (WBS) and will be included in the project execution plan (PEP). The bottom boxes contain tasks from the WBS. Formal approval of the WBS will be done as part of the PEP review. The PEP will be ready for review the first week of November and the list of reviewers is being compiled.

Master Participant List Review

Jan circulated the draft master participant list that will be part of the Annual Report and asked for additions, deletions, and comments.

Stakeholder Activities

The page of the Public Involvement Report with the corrected web page statistics was distributed.

The Weekly Team Meeting Feedback and Recommendations handout was distributed and discussed. The recommendation is to dedicate the first Wednesday meeting of each month to discussing one aspect of the Water Integration Project that needs stakeholder input in its review or development. The schedule for the next six months and the individuals responsible will be as follows:

November 6 - Summary of Annual Report and Overview of FY03 Work Plan (Doug Burns)
December 4 - The Aquifer Academy Concept (Jan Brown)
January 8 - Science Strategy Development (Doug Burns and Al Yonk)
February 5 - Information Management Requirements (Randy Lee)
March 5 - Conceptual Model Progress Report (Paul Wichlacz)
April 2 - Hydrogeology Field Tours - 2003 Plans (Jan Brown)

A presentation to the Idaho Food Producers is scheduled for November 14 in Boise. The afternoon will likely be spent at Boise State University to discuss the Aquifer Academy concept. Elda Zounar, BBWI Education Relations is looking at an education initiative to be developed with a university education

department. The suggested theme is the Snake River Iain quifer. Once the concept and partnership are better established, other organizations and academic institutions will be brought in to help move the initiative forward.

An update meeting with the Shoshone-Bannock tribes is being discussed, as is a presentation to the Idaho Environmental Forum monthly meeting in December or January. The Wood River and Mid-Snake RC&D committee meeting is targeted for early December.

Review of Action Tracking Log

45 - The contract for the work on the conceptual model document is in the system and should be in place by early next week.

48 - Doug is pursuing some possible EM50 funding for the cumulative risk tool with the assistance of Jim Herzog.

53 - Drafts of conceptual model and science strategy presentations are complete and the draft of the cumulative risk tool presentation is almost done. The idea is to build a presentation that will also be useful for other purposes. Jeff will be doing a dry run of the proposed Frei presentation on October 31st for DOE-ID management. He would like to have good drafts of the topical presentations at that time.

Other Business

Regular weekly meetings will continue to be open to all stakeholders and the call-in conference call will continue to be available. A larger room will be reserved for the meetings held on the first Wednesday of each month.

Richard Kauffman invited all those interested to the Birch Creek Field Trip to be held on October 31. They will be discussing the diversion at Reno Ranch and what options are available to address the winter flow issue.

Marilynne will be gathering Water Integration Project files, including documentation, reference material, etc. An outline of the file structure, records management issues, etc. will be provided at an upcoming meeting.

The Information Management report is in tech editing. The information requirements document has evolved into a more comprehensive effort with other INEEL organizations discussing overall needs. A meeting on requirements will be held in early November.

Joe Rousseau will be making a presentation on Using EarthVision in support of Ground-Water Flow and Contaminant-Transport Modeling on December 10th at the Water Resources meeting.

Meeting adjourned at 1:45. The next meeting will be Wednesday, October 30.